

**Memorandum of Understanding
by and between the
Renton School District
and the
Renton Education Association
April 9, 2021**

In recognition of the March 15, 2021 Governor’s Emergency Proclamation 21-05 on the “Children and Youth Mental Health Crisis” in Washington State, the Renton Education Association and the Renton School District engaged in impact bargaining with the goal of prioritizing student and staff health, safety, and well-being for the remainder of this year in an inclusive, consistent, and equitable manner as possible under these circumstances.

To that end, the parties agreed on the following:

1) Elementary Return to In Person:

In order to meet the Emergency Proclamation date of April 5, 2021 to return K-5 students to in-person learning, the parties agreed to modify the REA/RSD Memorandum of Understanding, dated Feb. 26, 2021, to the K-5 schedule set forth below:

K-5th Grade Schedule K-5 students offered in-person services by April 5, 2021				
Monday	Tuesday	Wednesday	Thursday	Friday
3/22 Grade 2 Transition Day For Staff	3/23 Grade 2 Student Start Day Grade 3 Transition Day for Staff	3/24 Grade 3 Student Start Day	3/25 Grade 4 Transition Day for Staff	3/26 Green Day (All students remote - Access to Instruction)
3/29 Grade 4 Student Start Day	3/30 Grade 5 Transition Day for Staff	3/31 Grade 5 Student Start Day	4/1	4/2 (All students remote – Access to instruction)
Spring Break April 5-9, 2021				

2) Secondary Return to In-Person:

The secondary students who elected to return to in-person learning were divided approximately in half to reduce the number of students on campus for the purpose of adhering to safety and health guidelines. These groups are identified as “Group A” and “Group B”. Students who elected to remain in remote learning are identified as “Group C”. The parties agreed to the following schedule for the return of secondary classes for in-person learning as set forth below:

6th-12th Grade Schedule Effective April 19, 2021					
p	Monday	Tuesday	Wednesday	Thursday	Friday
In-Person Instruction	Group A	Group A	Group B	Group B	All Groups Remote (Access to Instruction)
Remote Instruction	Group B Group C	Group B Group C	Group A Group C	Group A Group C	

The following sets forth the agreed-upon terms to support the secondary in-person learning:

a) Instruction and Schedule

- i. Teachers will provide access to live instruction 5 days a week. They will clearly communicate how and when they will be engaging with students. Instruction may look like:
 1. Division of instructional time into half: teaching in-person during part of the period, remote during part of the period.
 2. Concurrent teaching to in-person and remote learners.
 3. Teachers will consider equity of instruction for remote and in-person learners.
 4. Teachers have autonomy with the ability to create instructional schedules that support student and teacher needs.

b) Options for Flexibility for Schools

- i. If schools can accommodate all in-person students in an “A” group, those schools would be allowed to have students return four days a week.
- ii. Schools may differentiate support for students who need more in-person (e.g. RLC and/or ELL students four days a week).
- iii. Schools will have flexibility to find ways to provide remote work for teachers.
- iv. Schools will create the bell schedule within the start and end times.
- v. Building Safety Committees will problem solve and develop a plan to minimize students congregating prior to doors being opened.

c) Other Terms

- i. Teachers can continue to work remotely on Fridays if their students are remote; Friday schedules remain on the remote bell schedule (10:00 am – 3:00 pm) with “access to live instruction” expectation continuing; there will be one (1) transition evening event for 6th and 9th grade students.
 1. Participation in the transition evening event will be paid at the per diem rate for the number of hours spent attending and/or serving on the planning committee for the event. Staff participation is voluntary.
 - Purpose: 6th and 9th grade students (125-150 students) transitioning to in-person instruction.

- Each school will set date and time based on transportation availability.

d) Workload Relief for Secondary teachers (excluding ILC teachers)

- i. Two (2) asynchronous days are provided to prepare for in-person learning. April 16 will be an asynchronous day; individual staff will select one (1) more day for asynchronous work during the week of April 12-15. Teachers should advise their administrator as to which day will be asynchronous.
- ii. One half (1/2) day per diem for all secondary staff.
- iii. One (1) additional day per diem for all staff returning to in-person learning.
- iv. Two (2) additional days per diem for staff who make a course/prep change.
- v. Two and one-half (2 ½) additional days per diem for in-person staff who are providing both in-person and remote learning within the same class periods including concurrent teaching.

e) Workload Adjustment for Secondary ILC:

- i. In addition to previously bargained language, Secondary ILC will receive one (1) additional day per-diem pay for equity in asynchronous days (all other groups received two days).

f) Secondary WAC time adjustment to Support Safe Student Arrival to School:

- i. High school classrooms will open at 7:05 am and middle school classrooms will open at 7:40 am. Staff will be compensated at their per diem rate for 15 minutes of lost “WAC time” at the beginning of the day (37 days x 15 minutes = 9.25 hours). Teachers are expected to supervise the students prior to the bell at 7:20 am for high schools or 7:55 am for middle schools.

g) Safe Start/SEL Time for Secondary Students:

- i. In order to support the entrance/supervision of students at the beginning of the day, secondary schools will have 15 minutes of time in the morning where students complete their temperature/attestations and go to their first period class. There will be an additional 10 minutes of “Safe Start/SEL” time built into first period from 7:20 am to 7:30 am for high school, and 7:55 am to 8:05 am for middle school. Instruction will start at 7:30 am for high school and 8:05 am for middle school.

3) Accommodations for High Risk Staff:

- a) Human Resources is working with principals in identifying possible accommodations for high risk staff consistent with sec. 504/ADA laws and regulations.
- b) Any REA members who have identified themselves as a Tier 3 employee in need of accommodations can request the presence of a building representative in meetings to discuss possibilities. Staff may bring ideas for accommodations forward to administrators and HR for consideration.

4) Cleaning:

- a) Custodial staff will provide access to microfiber cloths and a ph-neutral cleaner for each classroom.

- b) At a minimum custodial staff will be disinfecting classrooms twice a day, during lunch and after school. Custodial staff will also be looking into the ability of individual schools to increase the number of cleanings depending on size and C/P schedule. See link: (<https://rentonschools.sharepoint.com/departments/Community%20Relations/COVIDcommunicationsstaff/Classroom%20Cleaning%20Schedule.pdf>).

5) Counselors:

- a) In recognition of the challenges in moving from a fully remote to hybrid schedule, we feel it is important for counselors to have flexibility to create schedules that balance small group and individual support. Schedules should be created that provide equity and support for in-person and remote learners.
 - i. Administrators and counselors will work in partnership to support students exhibiting Tier 3 behaviors.
 - ii. Counselors will be able to work remotely on Fridays.
 - iii. Counselors returning to in-person will be eligible for the in-person stipends.
 - iv. Tier 1 and 2 counselors will work on-site to support students starting April 19. Tier 3 counselors will work with their principal and HR to determine accommodations.
 - v. If a room has a capacity of two, then that means that people can stay 6 feet apart. (Plexiglass invites people to get closer together.) Otherwise, use a different room.
 - vi. If a room does not have space for more than one person, the administrator will work with the counselor to determine an alternate space that could be used for meetings.

6) In- Building Substitute Coverage:

- a) Secondary Substitute Plan for Class Coverage: The chart below sets for the in-building plan for substitute coverage.
 - i. For the first two days of in-building coverage, the teacher provides independent work to the students. Staff who volunteer for the in-building coverage will be paid their per diem rate of pay plus the hourly substitute rate of \$25.71. Staff assigned through the rotation plan will be paid their per diem.
 - ii. For teaching concurrently at day three or more, teachers who provide in-building coverage teaching concurrently will be paid additional time at their diem rate of pay (double per diem). Teachers who volunteer to provide in-building coverage for three days or more and teaching concurrently will be paid additional time at their per diem rate of pay (double per diem) plus the hourly sub rate of pay (\$25.71). If a teacher provides concurrent teaching on day one or two they will be compensated at the concurrent coverage rate.
 - iii. For any teacher asked to cover a class more than one time per week, they will be paid the additional time at their per diem rate of pay (double per diem).
 - iv. One- or Two-Day Sub: Independent work would be provided by the teacher through the LMS. Teacher providing in building coverage will supervise students working independently in-person. Remote students will access the independent work on the LMS but will not log into Zoom.
 - v. Three Days or more Sub: Sub plans provided that expects the teacher to provide concurrent teaching.

In-Person Secondary Substitute Coverage			
Secondary Sub Responsibilities	Volunteered	Sub Rotation	Lesson Planning Responsibility
Supervising independent work	Per diem + the hourly sub rate (\$25.71)	Per diem	Teacher provides independent work (<u>typically</u> day 1-2 of teacher absence)
Teaching concurrently	Per diem + Per diem + the hourly sub rate (\$25.71)	Per diem + Per diem	Teacher provides concurrent work *If a teacher is out for an extended period of time, the administrator will determine support for lesson planning.
Teacher provides coverage more than once in a week. (M-F)	Per diem + Per diem + the hourly sub rate (\$25.71)	Per diem + Per diem	

- b) Elementary Substitute Plan for Class Coverage: The chart below sets forth the in-building template plan for in-building coverage.
- i. The template provides a planning tool for the elementary building staff to set up a rotation plan for in-person student class coverage. The plan should include all non-classroom, remote and tier 1 and 2 teachers to provide a pre-planned time for in-person coverage.
 - ii. Staff who volunteer to cover an absence will be paid their per diem plus one additional hour of per diem for each session (half day) covered per day.
 - iii. The plan should be established to equitably reduce the impact on the assigned teachers as much as possible.
 - iv. For schools who have fewer staff with a greater potential for recurring assignments (high impact), KEC facilitators will be added to the daily rotation schedule.
 - v. For teachers whose classes can be combined for in person coverage (e.g., at the same grade level/no additional lesson planning needed), they will be paid additional 3.5 hours per session at their per diem, plus an additional one-half hour at per diem for each session taught in-person.
 - vi. For teachers who need to provide asynchronous lesson planning for their own remote classes (e.g., ELL, specialists, class teachers at a different grade level), they will be paid an additional 3.5 hours per session at their per diem, plus an additional on-half hour at per diem for each session taught in -person. They will also be paid an additional one hour at the sub rate for planning the asynchronous lesson for the students who are remote.

Elementary Substitute Plan			
Rotation with Non-Classroom, Remote, Tier 1 and Tier 2 Teachers Supporting One Day In-Person Coverage Per Week			
Monday	Tuesday	Wednesday	Thursday
Guest Teacher			
Roving Guest Teacher			
Volunteer (per diem + additional 1 hour of per diem for each session covered/day)			
1 Admin	1 Coach	1 Admin	1 Coach
Remote Teacher Rotation	Remote Teacher Rotation	Remote Teacher Rotation	Remote Teacher Rotation

Compensation:

In-Person Elementary Substitute Plan	
Volunteer	Sub Rotation
Remote teacher comes in building on volunteer basis 3.5 hours + 1.0 hour per diem (total 4.5 hours) per session	Remote teacher comes in building based on sub rotation 3.5 hours per diem per session
In cases that 2 in-person sessions can be combined, the covering teacher will receive an additional .5 hour per diem per session.	
If remote teacher provides async lesson for his/her students (e.g., ELL teacher, specialist, classroom teachers covering a different grade level) An additional 1.0 hour at sub rate (\$25.71)	

7) Miscellaneous:

- All certificated staff who are working in-person will be eligible for in-person stipends.
- The due date of the Tech PD Funds (section 6.B of the August 26, 2021, MOU) is extended through the end of the school year.
- Training is available on Promethean boards, web cams, Google Classroom, and Canvas.

This MOU shall be in effect for the rest of the 2020-2021 school year, terminating August 31, 2021, unless expressly extended by mutual agreement of both parties. Unless expressly identified in this MOU, all other provisions of the CBA shall remain in full effect. This MOU is non-precedent setting and is intended to address the specific and unprecedented circumstances by the response to the COVID -19 pandemic during the 2020-2021 school year.

FOR THE DISTRICT:

/s/ Damien Pattenau
Damien Pattenau, Superintendent

5/21/2021
Date

FOR THE UNION:

/s/ Mary Jo McLaughlin
Mary Jo McLaughlin, REA President

5/19/2021
Date